

**CITY OF BELMONT**  
**PLANNING COMMISSION**  
**ACTION MINUTES**  
**TUESDAY, MAY 2, 2006 7:00 PM**

**C Parsons called the meeting to order at 7:02 pm., at One Twin Pines Lane, City Hall Council Chambers.**

**1. ROLL CALL**

Commissioners Present: Parsons, Horton, McKenzie, Mercer, Wozniak  
Commissioners Absent: None

Staff Present: Community Development Director de Melo (CDD), City Attorney Zafferano,  
(CA), Recording Secretary Crouse (RS), Zoning Tech (ZT) Gill.

**2. AGENDA AMENDMENTS - None**

**3. COMMUNITY FORUM (Public Comments) - None**

**4. CONSENT CALENDAR**

**4A.** Action Minutes of: 04/04/06

C Horton stated that item 6B MOTION needs to show “passed”, instead of “failed”.

**MOTION: By C McKenzie, seconded by C Wozniak,  
to accept the Action Minutes of  
April 4, 2006 as corrected.**

**Ayes: McKenzie, Wozniak, Mercer, Horton, Parsons**  
**Noes: None**

**Motion passed: 5/0**

## **5. OLD BUSINESS**

### **5A. Review of Final Landscape Plan – 711 South Road**

ZT Gill summarized the staff report, recommending approval.

C Mercer asked about a line on the drawing questioning if this is a proposed gate or proposed fence. No mention made on drawing. Need to ask applicant their intentions of height etc.

C Wozniak asked about existing hedges/landscape that was not spelled out.

Louis Paycheck, applicant, was in attendance to respond to questions. Applicant commented that the fence will be a see-through metal fence about 6 feet tall to compliment the gate. Shrubs already exist and you will not see the fence. He stated that the hedges are native California and that the landscape architect is not here tonight.

C Wozniak prefers to “call out” what landscape is existing so that if it is damaged it can be replaced.

C Mercer commented that bare concrete is not being mitigated; there is no softening around the house; less landscaping around the house; existing hedge shortened according to drawing where front brick porch will be extended; two existing sculpted juniper trees coming out because they are not in the drawing and not in the plan; when you look down that driveway more concrete than ever will be seen; shrubs on the right hand side of the driveway are not shown here; how transparent will fence be; and digging right behind the 5-6’ of Oleanders might destroy those plants.

Chair Parsons commented that we need to soften the entrance and make sure all plants are identified.

C Wozniak asked that plants be identified as existing by species, staying, being replaced, removed, replaced in-kind, and pictures of plants.

The consensus of the Planning Commission was that the landscape plan was incomplete and that this item should be continued to date uncertain. Staff was given direction to work with the applicant on:

- Softening the entrance
- Identifying existing plants and determining if these plants are staying, being replaced/replaced in-kind, or being removed.
- Fence details

## **6. NEW BUSINESS**

### **6A. PUBLIC HEARING – 809 North Road**

To consider a Design Review to convert an existing 1,628 square foot single-family residence to a duplex and to construct a 2,155 square foot addition, resulting in a total of 3,783 square

feet that is below the zoning district permitted 4,224 square feet for this site. APPL. No. 2005-0068

APN: 044-151-220; Zoned R-2 (Duplex Residential) CEQA Status: Categorical Exemption per Section 15303(b), APPLICANT/OWNER: Ram Raju

**(CONTINUED FROM APRIL 18, 2006 PLANNING COMMISSION MEETING)**

CDD de Melo summarized the staff report, recommending approval.

C Wozniak commented that the photos do not match the drawings, i.e. iron fence.

CDD de Melo responded that the photos were taken before subsequent changes to the house and front yard. Staff has concerns regarding discrepancies as far as how the site plan plays out; some windows do not appear to be in the right place; some revised elevations need to come back and clarify some of these issues.

Chair Parsons asked about use ability of the two-car garage. CDD de Melo responded that staff had concerns about the site plan layout creating the long driveway to the garage; the hardscape; the turn around and backing out; and the need for more of a hammerhead for cars to turn in and back out.

C Wozniak asked about the sidewalk and capital improvements by Pubic Works. CDD de Melo responded that there is enough set-back; there are no structures within the right-of-way that would prohibit sidewalk improvements.

Ram Raju, Owner/Applicant, was in attendance to respond to questions. Applicant responded that the garage placement was due to easement needed for the city employees to get access to the manhole.

C Horton asked about the new landscaping in the front and new lawn area.

Applicant responded that he will remove the gravel and put in lawn.

C McKenzie commented that a landscaping plan is needed.

CDD de Melo responded that a lot more is needed for this site.

Rick Frautschi, neighborhood resident, spoke in opposition of the project.

**MOTION: By C Wozniak, seconded by C Mercer, to close the public hearing.  
Motion passed by a verbal of five ayes.**

C Wozniak commented that the plans are confusing; elevations are missing; that there is too much driveway; we need a better design; and that she likes the concept of the duplex.

C Horton commented that the plans are difficult to look at; that they do not jive; that you cannot find the entrance; there is no point-of-entry to building; architecturally she would like to see the

front door; maybe move the garage forward near entry to second unit; put living room back where the garage is; there is not enough length to get out of the garage; some problems here with things working; and landscaping not clearly defined.

C Mercer commented that Belmont needs higher density housing; there are a number of inconsistencies, physical inconsistencies; not sure this house is build able; the window is at the back of a staircase; idea of a duplex terrific; the parking is lenient; overall bulk quite pleased; that she likes the low height; appearance from front of street is too much hardscape; need to soften house; put tall crowning trees in front to soften house; unable to make Finding B; unable to make Finding B.3; unable to make Finding C, safe vehicular access; unable to make Finding F, parking surface integrated with each unit; and unable to make Finding F, for appropriate landscape screening.

C McKenzie commented that he echoes what has been said; the plan needs ripening; this needs acceptable defined landscape plans; the driveway length/hardscape is excessive; and needs a much shorter driveway.

Chair Parsons commented that this is the worst set of drawings that he has ever saw come before us; it is hard to read; not adequately labeled; the plans/elevations do not match; not thought out; not a useable two-car garage; 90' turn for garage unacceptable; too many bedrooms for the size of the lot, consider reducing the number of bedrooms; and more detail needed on exterior of house.

**MOTION: By VC Horton, seconded by C Wozniak,  
to CONTINUE TO DATE UNCERTAIN  
the Duplex Design Review for 809 North Road (Appl. No. 2005-0068)  
Staff to work with applicant on:**

- **Hardscape issues**
- **Re-orient garage to be closer to street, reduce length of driveway and without 90 degree turn, possibly two single-car garages**
- **Functionality of floor plan**
- **Reduce number of bedrooms**
- **Licensed architect prepare landscape plan**
- **Canopy trees to reduce bulk of structure**
- **Consistent design plan**

**Ayes: Horton, Wozniak, McKenzie, Mercer, Parsons  
Noes: None**

**Motion Passed: 5/0**

**6B. PUBLIC HEARING – 902 Chevy Street**

To consider a Single-Family Design Review to construct an 895 square foot addition to an existing 1,851 square foot single family residence resulting in a total of 2,746 square feet that is below the zoning district permitted 3,500 square feet for this site.

APPL. No. 2006-0015

APN: 044-324-070

CEQA Status: Categorical Exemption per Section 15301, Class 1(e) (2) (a & b)

APPLICANT: Ann Lok Lee

OWNER: Philip Lau and Quina Chang

CDD de Melo summarized the staff report recommending approval.

Ann Lok Lee, Applicant, was in attendance to respond to questions.

There were no questions for the applicant.

Francesca Karpel, neighborhood resident, clarified questions about an unprotected acacia tree between their properties and received a copy of the arborist report.

**MOTION: By C Wozniak, seconded by VC Horton, to close the public hearing.**

**Motion passed by a verbal of five ayes.**

C Wozniak commented about the small green space; she likes the extent of floor area on ground floor; and wants efforts to save the unprotected acacia tree.

C Horton agrees with C Wozniak's comments; this doesn't leave a lot of yard left; it's appropriate for the neighborhood; and you can't see the addition from the street.

C Mercer commented that she was pleased that the project was being kept in scale; concerned about the trees in the back; and would like to see a nice tall crowning tree in the front.

C McKenzie commented that the existing house has great curb appeal and that the addition will not disturb that look.